

City of Bayfield Plan Commission

Minutes of October 25, 2022 - 5 p.m.

Call to Order-Roll Call - Chairman Ringberg called the meeting to order at 5:00 p.m. at the Bayfield City Hall followed by roll call:

Present: Beagan (arrived 5:25 p.m.), Carrier, Cragoe, Hedman, Johnston, and Mayor Ringberg

Absent: Johnson

Others: Clerk Hoopman, Tim Schwecke-Civitek, Cathy Smith, and Liam Delmain

Approve Agenda: Hedman/Cragoe moved to approve the agenda as presented. Carried.

Review/Approve Minutes of October 12, 2022: Cragoe/Hedman moved to approve the minutes of October 12, 2022, as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. Zoning Code Project – Memo #4

Commissioner's reviewed Memo #4, and specifically began a deeper review starting on Page B-9.

Commission is not to worry about the size; it's the use that is being considered

- Parking Lot Screening, varying thoughts stated about how screening could help, and how it could detract from a property. Parking lots can be heat islands, vegetation sometimes not maintained, etc.
- 3.01 Boarding House – Delete
- 3.02 Convent/Rectory or Monastery - Delete
- Hotel/Motel – retain “no to overnight lodging” term
- Consider moving Tourist Rooms back to matrix – Commercial Dist.
- Parking
 - Consider No Parking Requirement Districts
 - Pay/Buy a space in a municipal lot
 - Consider – Paving over paradise
 - Get rid of parking requirements generally occur in areas where parking garages are built
 - Commercial parking shouldn't be at the expense of the residents.
- Banquet Hall – Do we need this? Delete or limit the size. Scale matters.
- Food Pantry – delete Merchandise Loading?
- Restaurants – grease traps and sampling manholes
- Parking vs. Shared Parking
- Restaurants – Exhaust Systems through roof are preferred.
- Tavern & Brewpubs – add grease traps requirements.
- Marine Service – outdoor storage of boats, on premise only.
- Vehicle Repair – Change 15 to 5
- 5.03 Keep Vehicle Repair Shop – less traffic, Maybe only with gas station?
- 5.04 delete Vehicle Service Shop

- 6:05 Equipment Rental – need outdoor exceptions/rules (kayaks, bikes, mopeds, scooters)
- Funeral Home – State license required. Does a funeral homes operations impact the treatment plant? If yes, make sure there are rules/requirements added.
- General vs Administrative Office – Combine? One has customers.
- 6.11 and 6.12 - 5000 sq. ft. , or cap it at 10,000
- 6.12 Second Hand Dealers – buying, not donations.

2. Wayfinding Sign Project– Red Line Document:

Discussion ensued:

- The comments related to Bister and Jackson were for reference only. It was intended to communicate the Commission liked concept and simplicity of the Bister Signs and the Jackson Signage was to note the use of natural materials; not to indicate which one they liked better.
- The Commission felt the use of Brownstone would make sense on their main identifying signs.
- And possibly, to use on Hwy Signage to skirt the use of the WIDOT Signage.
- They like the simplicity of the black and white Bister signs especially in consideration to our black post top lights. The brackets for those smaller signs could be cased in black holders too.
- It was a definite “no” to the restroom people, the banners, the historic building wall flat signs and pavilion signage as presented.
- They want to keep Hwy. 13 directional signage to a minimum unless we can come up with a creative solution to not use the brown/blue signs.
- They are more open to a change in color in the downtown area to keep signs simple, classy, easy to read, and economical.
- They continue to like the use of directional map signs in key locations like our parking lots, restroom areas, and at least one near the City Dock/Pavilion area. The ones on the parking lots signs were noted as a concept they liked.

Overall, they felt the work was not adequate as presented or reflective of the RFP and following Design Brief desired outcomes identified. The Commission asked Hoopman to send these comments to Stantec for further consideration.

3. Confirm/Set Next Meeting(s):

- November 9, 5 p.m.
- November 29, 5:30 p.m.
- December 13, 5:30 p.m.
- January 11, 5 p.m.

Adjourn: Cragoe/Carrier moved to adjourn. Carried. (7:45 p.m.)

Minutes by Billie L. Hoopman, Clerk